

FLORIDA SWIMMING, INC.

DIVISION OF USA SWIMMING, INC.



FLORIDA SWIMMING, INC. STANDING RULES & REGULATIONS

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Florida Swimming Website Address

www.floridaswimming.org

USA Swimming Website Address

www.usaswimming.org



FLORIDA SWIMMING STANDING RULES & REGULATIONS

ARTICLE 21 SCHEDULE OF SWIMMING COMPETITION

221.1 The Technical Planning Committee will develop a calendar of swim meet dates each year, for approval of the BOD, as follows.

- .1 Dates for key meets and meets open for bid will be provided to all member clubs. Bids for sponsorship including deposit (\$50.00) will be received by a specific date.
- .2 Key meets will be scheduled with the following priority:
 - (a) National Championships
 - (b) US Open
 - (c) Sectional Championships
 - (d) FL Senior Championships
 - (e) FL FLAGS Championships
 - (f) FL LC Championship Invitational
 - (g) FL “B” Championships
- .3 BOD will award dates.
- .4 The meet calendar will be published on the FL website.
- .5 LSC Championship (Senior, FLAGS) meet weekends will be protected unless meet includes events or age groups that are not included in the LSC Championship.

221.2 Florida Swimming Championships

- .1 The Executive Director, along with the Senior and Age Group Chair, will approve the time standards and format of each respective meet and publish the time standards on the FL website.
- .2 The Executive Director shall provide the official meet information letter to the host team.
- .3 The Executive Director and/or the Championship Entry Person shall serve as Technical Director for each Championship and shall:
 - (a) Receive and verify all entries through USA-S OME.
- .4 FL shall provide all awards for FS Championships.
- .5 The Officials Committee shall appoint a Head Referee and select other officials in compliance with Section 10.3.1 of the FL Policies & Procedures Manual.
- .6 The General Chair shall appoint a Meet Committee consisting of:
 - (a) General Chair or Designee, who shall serve as chair;
 - (b) Age Group/Senior Chair or designee (whichever is applicable);
 - (c) Officials Chair or designee;
 - (d) Two coaches from different participating teams, designated by Coaches Association;
 - (e) Two swimmers from different participating teams;
 - (f) Executive Director or designee;
 - (g) Head Referee or designee.
- .7 The duties of the Meet Committee shall be:

- (a) Give their names to the Head Referee prior to the start of the meet.
- (b) Must be available during the course of the meet.
- (c) To act in an advisory capacity to the Meet Referee concerning weather problems.
- (d) To evaluate the meet, meet management and meet officials.
- (e) To resolve at meet site any protest filed under Article 34 that normally would be referred to the General Chair or his/her representative.

.8 All LSC championships are open only to FL registered swimmers, however to enter the FLAGS meet an athlete must have been a current FL member for 120 days, unless this time period is waived by the FL BOD.

.9 In FLAGS and Senior Championship meets a team may enter a relay for every two individual qualifiers in each respective sex/age group. Each team is allowed two (2) relay entries per event.

221.3 LSC Non-LSC Championship meets will be scheduled as follows:

.1 Florida Swimming will publish a date in August of each year that Meet Bid Forms will be due in to the Florida Swimming Office for the following year.

.2 Meet Bid Forms must be filled out completely and be sent in to the Florida Swimming Office with the current deposit by the current year's published deadline.

.3 All Meet Bids received by the current year's published deadline shall be listed in the Florida Swimming Meet Schedule.

.4 Meet bids received after the deadline will be added to the scheduled if:

- (a) no other meets have been scheduled in the same Area on the same dates
- (b) the meet host(s) of the previously scheduled meet(s) in the Area agree to allow the meet to be scheduled
- (c) the meet is scheduled as Closed Competition as defined by USA Swimming.
- (d) the meet is a different type of meet from the meet(s) that have been scheduled, such as:
 - a. Age Group vs. Senior
 - b. Beginners, B or Restricted Meet vs. Open Competition
 - c. Qualifying Meet vs. Non-Qualifying Competition
 - d. Dual or Tri Meets vs. Open Competition.
 - e. Invitational (Closed) Meet vs. Open Competition
 - f. Meets with different events being offered

.5 Bids for meet dates must state whether the meet will be "Open" to all registered swimmers or "Closed" to all, but specified swimmers as follows:

- (a) Swimmers or team in a specific league.
- (b) Swimmers from host club and outside the Area of the current host team.
- (c) Swimmers from host club and a group of not more than 4 invited teams.
- (d) "Open" meets may be "Closed" after sanctioning is complete, the Meet Announcement and the Meet Events file have been posted to FL Website, and when entries are full. Host club must contact FL Office with notification.

.6 An applicant whose application has been denied by Florida Swimming shall have the right to appeal the denial to the Zone Sanction Appeal Panel as stated in the USA Swimming Rule Book, Section 202.3.

221.4 Sponsors may schedule meets excluding fastest swimmers as follows:

.1 "Beginners" Meet—Swimmers having equaled or bettered "B" qualifying times for a distance in a particular stroke prior to the entry deadline shall not be permitted to swim that event (or stroke in any distance on a relay).

.2 "B" Meet – Swimmers having equaled or bettered the "A" qualifying time for a distance in a

particular stroke prior to the entry deadline shall not be permitted to swim that event (or stroke in any distance on a relay).

(a) Points can be kept and trophies can be awarded but awards must state that it is a “B” Meet.

(b) Ribbons and medals may be awarded for those not achieving the qualifying time, but they must state that it is a “B” Meet.

Those swimmers achieving qualifying times will receive a “Special Recognition” award rather than an event award.

.3 “Restricted” Meet—Swimmers having equaled or bettered the “AA” qualifying time for a distance in a particular stroke prior to the entry deadline shall not be permitted to swim that event (or stroke in any distance on a relay).

ARTICLE 22

REGULATIONS CONCERNING ENTRIES

221 Qualifying times are set annually by the Age Group/Senior Chair subject to approval of the BOD at its Annual Fall Meeting. When entering a Florida Swimming, Inc. sanctioned, approved or observed meet, the swimmer(s) must be entered by a coach or designee, for the team they represent. Entries must be submitted,

.1 on the licensed version of Hy-Tek’s Team Manager belonging to the team the swimmer(s) are representing, or

.2 along with the Master Entry Form signed by the coach of record for the team the swimmer(s) are representing.

.3 There are no time standards or records below the 10 & Under Age Group.

.4 The 6 & Under Age Group is limited to five (5) events: 25 fly, 25 back, 25 breast and 25 or 50 free (yards or meters).

.5 Meets may have a single age for the age group events. Records will be recorded in the FL recognized age groups i.e.: 10 & Under, 11-12, 13-14, 15-16, 17-18, Senior and 15-18 for relays only.

.6 All times may be converted from yards to meters or meters to yards when allowable in accordance with Section 222.4.

222 “Qualifying Times” must have been achieved in a meet sanctioned, observed or approved by USA Swimming/FloridaSwimming.

.1 A time for entry purposes must have been achieved within a period of twelve (12) months prior to the entry deadline for the meet, unless otherwise specified.

.2 FLAGS—Swimmers who are currently registered members of FS for at least 120 days prior to the meet deadline entry date and who are listed in the SWIMS National Data Base with qualifying times will be permitted to swim individual events and relays. Swimmers with qualifying times that are not listed in these data bases must provide proof of times with their JO meet entry application, providing a copy of the results of an approved, sanctioned or observed meet, including the sanction number, name, location and date of the meet, and the results page(s) with the athlete’s name and time (s). Conversions may not be used to prove times; the swimmer must have achieved the qualifying time as published in the type of course used to achieve the qualifying time.

.3 Senior Championships—Swimmers’ times listed on the National Data Base or Florida Swimming Data Base will be considered fastest and proven. Swimmers entering with qualifying times that are not listed in these data bases must provide proof of times with their Entry Application, providing a copy of the results of an observed, approved or sanctioned meet, including the sanction number, name, location and date of the meet, type of course (LCM or SCY) and the result(s) page (s) with the athlete’s name and time (s). Conversions from one type of course to another may not be used to prove times, or for entries. The swimmer must have achieved the qualifying time as published in same course used to achieve the qualifying time.

2223 Qualifying times for 25 yards and 50 meters shall be listed for all FS Championships; in addition, the 25 meter qualifying times will be listed for FLAGS.

2224 When allowable by rule, times for seeding purposes shall be converted using the following table:

.1 Short course yards to short course meters:

- (a) 50, 100, 200, 400 yards or meters
yard times X 1.105 = meter times
- (b) 500 or 1000 yard to/from 400 or 800 meter
meter yard time X .8751 = meter time
- (c) 1650 yard to/from 1500 meter yard time
X .9942 = meter time

NOTE: Reverse formula for short course meters to short course yards

.2 Short course yards to long course meters

Let T = difference in number of turns between short and long course.

- (a) 50, 100, 200, 400 yards to meters
meter time = (yard time S 1.105) + T
- (b) 500 or 1000 yards to meters meter
time = (yard time Z .8751) + T
- (c) 1650 yard to 1500 meters meter time
= (yard time + 30 seconds)

NOTE: Reverse formula for long course meters to short course yards.

2225 Florida Swimming Time Trials (FSTT)

.1 An event or series of events where swimmers may meet to achieve or to better a required time standard. FSTT are acceptable for all purposes under the following conditions.

- (a) FSTT must be sanctioned.
- (b) FSTT must be conducted by a certified referee who may act as starter, stroke and turn judge and relay take-off judge.
- (c) One other stroke and turn judge is required.
- (d) Three timers are required on each lane unless a full automatic timing system is used.
- (e) Conduct of FSTT must comply with all USA Swimming and FL rules and regulations.

2226 Fines

.1 Fines must be paid prior to the entry deadline for the next FL Championship.

.2 Clubs will be disqualified from participation in future FS Championships until outstanding fines are paid.

.3 Unattached swimmers will be fined as individuals if not on a club roster.

.4 Any club and coach of record who owe USA Swimming Southern Sectional fines will be subject to the following: That club or coach may not enter, participate or compete in any Southern Sectional, FS or Florida Gold Coast LSC sponsored event, meet, camp, etc. Swimmers from that club will not be eligible for swimmers support and/or participation in any LSC All-Star meets. If for any reason, this coach leaves that club, the restrictions will follow the coach as well as remain with the original club until paid.

ARTICLE 23
MEET MANAGEMENT

223.1 All competitions, benefits, exhibitions, Swim-a-thons, clinics, or entertainment where USA Swimming registered swimmers participate must be sanctioned.

.1 No application for sanction will be accepted by the LSC sanctioning person unless accompanied by the following:

- (a) Approved date of meet
- (b) Sanction fee
- (c) Information letter emailed in MS Word (.doc) or compatible format.
- (d) Warm-up procedure emailed in MS Word (.doc) or compatible format.
- (e) Entry forms emailed in MS Word (.doc) or compatible format.
- (f) Order of events with qualifying times, if a requirement for entry, emailed in MS Word (.doc) or compatible format.
- (g) Hy-Tek .HYV file, entry forms, warm-up procedures, applicable fees and order of events has been sent to the Florida Swimming office by email in appropriate format.

(1) In all standard sized pools (recognized courses) a meet will not be sanctioned with events not recognized by either USA-S or FL unless so stated.

.2 No approval will be given by the BOD unless complete copies of the information letter/HYV file, entry forms, warm-up procedures, applicable fees and order of events have been emailed to the FL office in appropriate format.

223.2.1 Sponsors are encouraged, but not required, to publish FL Qualifying Times.

.2 It will be the responsibility of the sponsor to maintain meets at a reasonable size, limiting number of heats per day by establishing qualifying times, limiting entries per swimmer, limiting number of teams invited, scheduling fewer events per day or any other means that will prove successful to stay under the USA Swimming 4 Hour Rule.

.3 If event entries are limited in order to control the length of a session, swimmers entered in those events who are not permitted to swim because of the limit will:

- (a) Receive a refund for those events, or
- (b) Will have an opportunity to deck enter another event in an open lane if meet management has made the option available by stating such in the meet information letter.

The following are examples of how this should appear in a meet announcement letter:

Option # 1

***** The 1650 (event ##) is limited to the fastest 24 swimmers who check in for the event. Swimmers entered in the event, but failing to check in may swim in an open lane if one exists after seeding. Swimmers not being seeded because of this limitation who have checked in to swim the event, will receive a refund for the event, or may deck enter another event in which they are qualified, if there is an open lane available in an existing heat for those events. There will be no reseeding or establishing additional heats for those deck entries. Daily entry limit restrictions will apply.*

Option # 2

***** The 1650 (event ##) is limited to the fastest 24 swimmers who check in for the event. Swimmers entered in the event, but failing to check in may swim in an open lane, if one exists after seeding. Swimmers not being seeded because of this limitation who have checked in to swim the event, will receive a refund for the event.*

.4 All Florida Swimming sanctioned meet courses must be conducted by the following minimum number officials: 1 Certified Referee, 1 Certified Starter, 1 Certified Administrative Official, and at least 1 Certified Stroke/Turn Judge. The Starter may assume the dual role as a Starter and Stroke/Turn Judge. The referee may not assume a dual role, consistent with USA Swimming rule

102.12.3.

223.3 The information letter shall be in the “official” FL format, as posted on the FL website.

- .1 Special meet rules and regulations or local situations must be fully explained in the information letter.
- .2 Official Meet Personnel
 - (a) All Officials must be certified FL officials and a current member of USA Swimming.
 - (b) Meet Directors/Manager should be a current member of USA Swimming.
- .3 The Master Entry Forms listing coaches responsible for swimmers while at the meet, or entry forms must be included.
 - (a) If using Entry forms, they must include the following:
 - (1) First and last name of entrant
 - (2) Affiliation of entrant
 - (3) Age of entrant
 - (4) USA Swimming registration number
 - (5) Statement to be signed by the individual who is completing proof of entry form as follows (this individual must be a current non-athlete member of USA-S):
“By signature, I certify that all individuals on this entry form are registered members of USA Swimming and that they are eligible to compete in this meet.”
 - (6) Boxes on form for entry times
 - (7) Master Entry Form listing coaches responsible for swimmers while at the meet.
- .4 Receipt or postmark of entry can be required no earlier than ten (10) days prior to the first day of the meet.

223.4 Meets requiring advance entries must provide a heat sheet or a time order list ranking swimmers from fast to slow.

- .1 Sanction number must appear in a prominent place.
- .2 Contestant must be properly identified.
- .3 Key to team abbreviations must identify team.
- .4 Heat sheets must have the entry time for each swimmer in each event.
- .5 FL Championship Meet heat sheets must have the following standards listed for each event.
 - (a) FL Senior Championships—Sectional, US Open and National Championship Standards.
 - (b) FL FLAGS—FL Senior Championship, Sectional and US Open Standards.
 - (c) FL “B” Championships—FL FLAGS and FL Senior Championships.
- .6 Names of key officials shall be listed:
 - (a) The Meet Referee, Administrative Official, Starter, Head Stroke and Turn Judge must be certified.
 - (b) Head Marshal

223.5 When there are an insufficient number of certified officials present at a FL sanctioned swim meet to provide a minimum of 1 FL Certified Meet Referee, 1 FL Certified Starter and 1 FL Certified Stroke and Turn Judge for the entirety of each session and, if multiple pools are used, at least 1 additional USA-S Certified Deck Referee, 1 USA-S Certified Starter and 1 USA-S Certified Stroke and Turn Judge for each additional competition pool used during any session, the Meet Referee and Meet Administrator shall put all attending coaches./teams “on notice.” That notice must specify:

1. Any time achieved during the session of the meet will not be loaded into the SWIMS database.
2. All entry fees for events in that session and any meet facility fees charged to affected individual athletes will be fully refunded by the host.

If the meet proceeds without notice to all the teams at the meet, in addition to reimbursement of entry fees and meet facility fees for deficient sessions, the host team will be fined \$250.00 and may lose any future sanctions already granted (subject to the discretion of the FL Board of Directors). In addition, the host team will not be eligible for any future sanctions until all reimbursements and fines are paid.

- 223.6 A year round club, registered as of August 31, with 30 athletes must have 1 official, with one additional official for every 30 additional athletes up to 6 officials for 180 athletes. Example below:
- .1 0—30 Swimmers - 1 certified official
 - .2 31—61 Swimmers - 2 certified officials
 - .3 62—92 Swimmers - 3 certified officials
- 223.7 A complete Hy-tek .sdif meet registration back-up file must be forwarded within three (3) business days after the deadline entry of the meet to the FL office to complete a USA-S registration recon and other required items within fourteen (14) days after the meet (results/surcharges). Failure to comply with this rule will result in a \$100.00 fine. If the Hy-tek back-up file and/or other required items are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.
- .1 The following items must be sent to:
 - (a) FL Office (surcharges and the Hy-tek complete meet back-up).
 - (b) Such other individuals and clubs as the BOD may direct.
 - (c) Teams may request a hard copy of the complete meet results be mailed to their club for a fee of \$10.00.
 - (d) Records Coordinator (e-mail results in .sdif or cl2 format).
 - .2 Complete results include:
 - (a) Complete Hy-tek Meet Back-Up file.
 - (b) Sanction number, date, host club.
 - (c) Meet director/manager's name and address.
 - (d) Order of events
 - (e) Results by age group with events in same order as Record Book.
 - (f) Age of each swimmer.
 - (g) First and last names of participants in individual events.
 - (h) First and last names of relay members.
 - (i) Key of team abbreviations, including name of LSC for those other than FL swimmers.
 - (j) Team scores and places if team awards were made.
 - (k) Final results sheets will include times not disqualified and all initial distance times (splits) when the meet is computerized and connected to or interfaces with an automatic timing system.
 - (1) Meets with qualifying times will draw a line and place all swimmers not achieving the qualifying times below the line.
- 223.8 Meet management is responsible that no contestant participates in a meet unless they have on file the athlete's registration number. A meet .sdif registration file for recon must be sent to the FL office 3 days after the entry deadline.
- 223.9 No sanction will be issued unless a pool certification is on file with USA Swimming and Florida Swimming, Inc. office.
- 223.10 No use of tobacco products is allowed on the pool deck at any time during the conduct of any sanctioned competition.

- 223.11 Meet management shall appoint a head marshal and marshals as needed. A marshal does not have to be a member of USA Swimming, shall not hold another position during the meet, and shall oversee warm up under the direction of meet management. The marshal(s) shall report to the referee for instructions prior to the start of the competition for each session of the meet. If a marshal(s) is not present during the competition, the referee may stop the meet until meet management provides a marshal(s).
- 223.12 All coaches and officials shall wear their USA Swimming registration card in a conspicuous location at all times while on deck or show current USA-S coach membership on Deck Pass during a swim meet.
- 223.13 Meet Management shall designate and inform the public of “Camera Zones” at each swim meet where both still photography and video photography of a race or a competitor in a race may be taken. Acceptable “Camera Zones” may include, but are not limited to the side courses of a pool, team gathering area, concession area, turn-end of competition course when not in use as a “start end”, etc. Meet Management shall also designate “Non-Camera Zones”. Under NO circumstances will Camera Zones include the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for “race starting purposes” during competition and warm- ups, locker rooms, restrooms or any other dressing area. Any individual failing to abide by this rule could be subject to the Florida Swimming Code of Conduct violation as defined in the Rule 239.2.

.1 Meet Management shall provide adequate posting of “Non-Camera Zones” via either USA Swimming-provided or Florida Swimming-provided posters. “Adequate posting”, excluding locker rooms, shall be as such:

- (a) At all Florida Championship meets, USA Swimming Championship Series events held within the LSC, or sanctioned prelims-finals meets, such posters notifying that cameras and recording devices behind the blocks are prohibited shall be posted, at a minimum, one behind each lane at all starting ends of the racing course(s).
- (b) At all other sanctioned meets. such posters shall be posted, at a minimum, one behind every two lanes at all starting ends of the racing course(s).

Meet Management shall also provide adequate posting of Safe Sport Locker Room policies via either USA Swimming-provided or Florida Swimming-provided posters at all sanctioned meets. "Adequate posting" shall include a sufficient number of postings within each designated locker room, changing area or restroom as to be easily noticed and visible. Additionally, such posters shall also be posted either on the door to the locker room/changing area/restroom in a visible manner to those entering, on a wall or surface immediately visible to those entering, or on the wall or surface immediately next to the doorway in a visible manner to those entering.

ARTICLE 24 EQUIPMENT

- 224.1 FL may purchase such equipment as deemed necessary to provide a sound program and make such changes as it deems appropriate for use of such equipment.

ARTICLE 25 EVENT SURCHARGE SCHEDULE

- 225.1 Surcharge—Meet management will collect one surcharge for each individual event entry and for each relay event entry. Meet management will send the funds to the FL office within fourteen (14) days after the

meet. Failure to comply with this rule will result in a \$100.00 fine. If the surcharges are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.

225.2 All Florida Swimming sanctioned, approved, observed meets are subject to submit surcharges except: YMCA Nationals, Boys & Girls Club Nationals and the Florida High School Championship series.

225.2 Entry Fees and Surcharges—As indicated below, entry fees will not exceed the listed amounts. Surcharges will be collected and remitted as indicated. Teams not using a Hy-tek .cl2 file and Hytek Meet Entries Report to enter a meet may be charged up to a \$50.00 team entry fee in addition to the fees listed below.

<u>TYPE OF MEET EVENTTYPE</u>	<u>TOTAL FEE</u>	<u>SURCHARGE</u>
Timed Final Meet: Individual	\$ 4.50	\$.75
Relay	\$ 5.00	\$.00
Deck Entry**	\$10.00	\$2.00
Prelim & Final Meet: Individual	\$ 7.00	\$1.00
Relay	\$ 8.00	\$1.50

FLAGS & Senior Championships:

Individual	\$10.00	\$2.00
Relay	\$15.00	\$3.00

FL Time Trials:	Individual & Relays	\$15.00	\$.75
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* *The ability to deck enter at a meet must be listed in the meet information letter to be permitted. A swimmer may not scratch an event in order to deck enter an event.

.1 Host teams may have the option of adding up to \$3.00 per swimmer for the heat sheets.

.2 Only stated meet fees in Florida Swimming Rules & Regulations are allowed to be charged for swim meets. No additional fees, such as athlete surcharges or membership fees, may be attached or charged for participation in any sanctioned, approved or observed meets.

.3 In meets that charge a flat entry fee the surcharge shall be the same fee multiplied by the number of events allowed, not actually entered, for each individual swimmer.

.4 Travel Surcharge of \$2 to be assessed to any out-of-LSC athlete that is not registered in Florida Swimming and that is attending a meet sanctioned or approved by a Florida Swimming club and/or organization.

225.3 Any prelim/final meet will be allowed to charge up to a \$15.00 one-time facility charge per swimmer entered in a meet. Any timed final meet will be allowed to charge up to a \$10.00 one-time facility charge per swimmer entered in a meet for a 2 day or longer meet: a \$7.50 one-time facility charge per swimmer entered in a meet for a 1 day meet. FL Age Group, FL Senior Championships and FL "B" Championships will be allowed to charge up to a \$15.00 one-time facility charge per swimmer entered in the meet. (Fee changes as of 1/1/2017.)

225.4 Failure to Pay Surcharges—Swimmers of clubs which fail to report and pay collected surcharges per

Section 225.1, shall not receive funds from the “Swimmers Support Fund” until money due has been paid in full.

225.5 Surcharges Mandatory—Collection and/or payment of surcharges by the host club is mandatory. Clubs are not permitted to vary from fees listed in Section 225.2 (when entry fees are waived, payment of surcharges is still required).

225.6 National Meets and Time Trials—The surcharge fee for all USA-Swimming National Meets and Time Trials held in FS will be 20% of the total fees collected.

225.7 Host teams may have the option of adding up to \$2.00 per swimmer for the heat sheets, and then posting the heat sheet on the FL website 48 hours prior to the meet for download to individual families attending the meet.

ARTICLE 26 CONTROL OF SURCHARGE FUND

226.1 Event surcharge receipts shall be deposited in the General Fund.

226.2 General Fund—The General Fund shall be managed by the BOD.

226.3 Swimmers Support Fund—The Senior Chairman and Executive Director shall recommend the amount of the support payments made to individual swimmers who attend national competition and other competitions to be approved by the BOD. Eligibility for support will be based on Article 27.

.1 FL reimbursement for swimmers competing in national competition shall be made known to those affected, upon receipt of the official meet results by the FL office.

ARTICLE 27 ELIGIBILITY FOR SWIMMER SUPPORT

227.1 The Senior Chairman and Executive Director shall determine the amount of support for each swimmer applying for funds based on the following criteria:

.1 Must swim FL unattached or as a member of a FL member club.

.2 Must hold continuous FL registration for twelve (12) months to receive 25% allowance; 24 months for 50%; 36 months for 100% allowance.

.3 Must have achieved the qualifying time standard for the Championship in accordance with USA Swimming Rules.

.4 Must not exceed the budget figure set by the BOD.

ARTICLE 28 SWIMMER SUPPORT PAYMENT

228.1 Each swimmer must submit an “FL Application for Swimmer Support” form for reimbursement prior to December 31 of the year of competition, for which expenses are to be paid. Application forms are available from the FL office or the FL web site.

228.2 Late applications shall be acted upon by the FL BOD.

228.3 The total amount of reimbursement to a swimmer from all sources must not exceed the amount of the swimmer's total expenses.

228.4 Amounts owed to FL shall be deducted from support payments to swimmers.

ARTICLE 29 RECORDS

229.1 FS records will include only events or distances recognized by USA Swimming or Florida Swimming. FL records represent the best time in each event by a FL swimmer and may be achieved in either age group or senior competition.

- .1 FL Age group records will be kept for both 25 yard and 50 meter courses.
- .2 FL Senior records will be kept for 25 yard, 25 meter and 50 meter courses.
- .3 FL 15-18 relay records will be kept for 25 yard and 50 meter courses.
- .4 FL mixed relay records will be kept for 25 yard and 50 meter courses.

229.2 A senior record represents the best time in each event by any FL swimmer and may be achieved in either a senior or age group event. The deadline for submitting times for FL Top 10 Times is August 31 of each year. Times from short and long course meets for each year's Top 10 is comprised of swims from September 1 of one year through August 31 of the following year.

229.3 Records will be kept for FLAGS/Senior Championship short and long course events.

229.4 For every record claimed, the following is required:

- .1 A record application must be completed and signed by the referee.
 - (a) Initial times, relay lead-off times and swim-off times are acceptable for age group record and/or National Top 16 tabulation provided that the times are achieved with completely automatic timing equipment, in a duly sanctioned meet. The printout from the automatic timing system must be included with the time signed by the certified referee.
 - (b) Initial times, relay lead-off times and swim-off times are acceptable for FL records and/or FL Top 10 tabulation provided that the times are achieved with and recorded by three
 - (3) hand held watches.
- .2 Complete results of the meet must accompany the application showing date, sanction number and length of course.

229.5 The FL record year shall be from September 1 through August 31. All claims for FL records must be submitted to the FL Records Chair with the appropriate documentation by September 30 for the previous year.

- .1 Any late submittals will not appear in the year's FL Handbook, but will be considered for the record.
- .2 Certificates will be issued upon request when a record is bettered and certified.

ARTICLE 30 AWARDS

230.1 Outstanding awards shall be made each swim year to the following:

- .1 Media Award for outstanding support of FL may be made annually
 - (a) Recipient may be an individual or firm, such as newspaper, radio or television.
 - (b) Nominations to be submitted to the BOD for balloting.
- .2 Volunteer of the Year Award—Phillips 66
 - (a) Nominations to be submitted to the BOD for balloting.
- .3 Age Group Swimmer Award—Shall be made for both short and long course seasons to the

outstanding boy and girl in each division 10 & under, 11-12, 13- 14, 15-16 and 17-18. The basis for selection is as follows:

- (a) IMX Swimmer of the Year
 - i. Determined by highest IMX score in a single age group, by gender, for short and long course
 - (b) Outstanding Swimmer of the Year
 - i. Determined by highest Power Point number score for a single event, in a single age group, by gender, for short course and long course or set a National Age Group record.
 - (c) The first consideration for the 15-16, and 17-18 age groups will be the Top 50 World Rankings. The swimmer with the highest ranking (date to be determined by BOD) will be selected. The FL Top 10 will be used as outlined in 230.1.3.a in the event there is not a FL swimmer in the Top 50 World Rankings.
 - (d) Selection shall be made by the Age Group/Senior Chair and/or designee.
- .4 Senior Swimmer Award shall be made to the FL registered male and female swimmer who has the single highest world ranking for that year.
- (a) Selection shall be made by the Senior Chairman and/or designee.

ARTICLE 31 FOREIGN RELATIONS

- 231.1 The Technical Planning Committee of FL shall bring to the BOD for its approval of any proposed foreign swimming meets within or outside the boundary of FL.
- 231.2 The FL General Chair or Executive Director is authorized to approve on behalf of the BOD dual meets between FL clubs and foreign clubs.

ARTICLE 32 PAYMENT TO FLORIDA SWIMMING

- 232.1 If for any reason funds are to be paid to FL, payment shall be made payable to Florida Swimming, Inc.

ARTICLE 33 INFRACTION OF RULES

- 233.1 Any infraction of the rules and/or regulations is subject to review by the BOD.
- 233.2 Send to the applicable chairman (age group or senior) a copy of the infraction.
- 233.3 Failure to achieve qualifying time in any event automatically voids the time as follows:
- .1 In timed final meets, awards, but no points, will be given if the qualifying time is not achieved.
 - .2 In meets with finals, awards will be made according to finish, but no points will be given unless qualifying time is made in either preliminaries or finals.
- 233.4 Clubs swimming unregistered swimmers will be fined \$50.00 per swimmer. Each additional offense occurring during the same registration season by a FL chartered club will be \$50.00 per swimmer and an additional \$100.00 fine to the club.
- 233.5 Clubs hosting meets, other than FL Championships are required to complete each session within four (4) hours. Exceptions: 1) those events, 800 or longer, offered at the end of a session for swimmers 13 years of age and older; 2) League/Area Championships; 3) weather conditions or automatic timing machine problems that delay the meet. Verification is per Meet Referee Report, with consideration of pre-meet computer timeline with thirty (30) seconds between heats.

.1 For each session that exceeds for four (4) hour limit, and does not come under any exception as listed above, the host club will be fined as follows:

- (a) First half (1/2) hour or part there of—\$5.00 per minute.
- (b) Second half (1/2) hour or part there of—\$10.00 per minute.
- (c) Over one (1) hour or part there of—\$20.00 per minute.

.2 The fine shall be put in the FL General Fund.

.3 If further action results in properly filed protest and cannot be resolved by the meet referee, it must be referred to the General Chair to have the FL Technical Planning Committee review it for action.

ARTICLE 34

PROTESTS

234.1 Until final action is determined, results of any race conducted under protest, or any protested race, shall not be announced, and no prizes for that shall be awarded, or scoring points allowed unless the protest is officially withdrawn.

234.2 Protests concerning interpretation of the rules in Part One and Part Seven of the USA Swimming Rules and Regulations shall be submitted in writing within ten (10) days to the Chairman of the USA Swimming Rules and Regulations Committee who shall issue a ruling within five (5) days from the date of the receipt of such protest. This ruling shall be final and binding on all parties.

234.3 Protest affecting the eligibility of any swimmer to compete or to represent an organization in any race shall be made in writing (accompanied by a check of \$25.00) to the referee before the race is held, and if the referee deems it advisable, the swimmer may compete under protest and it shall be so announced before the race. The referee shall immediately refer such protest to the General Chairman or designee.

234.4 Protest against a judgment decision of the starter, stroke, turn, place and relay take-off judges can only be considered by the referee of the meet, who has the authority to disqualify swimmers for any violation of the rules that he/she personally observes.

234.5 Any other protest arising from the competition itself shall be made to the referee in writing by the swimmer or his/her coach within thirty (30) minutes after the race in which the alleged infraction took place. If the protest is not resolved at the time, the protestant shall at that time, file a written protest with the referee, accompanied by a check, payable to FL for \$50.00. It shall be the responsibility of the referee to forward the written protest and check to the General Chairman or designee, in accordance with the Hearings and Appeals Section of the USA Swimming Rulebook.

ARTICLE 35

SOUTHERN SECTIONAL COMMITTEE

235.1 FL Representation on this committee will be as follows:

.1 One member appointed by the General Chair (*Note: All other Committee Members are appointed by the USA Swimming Southern Zone Directors or elected by the Southern Zone Committee*).

235.2 This Committee is autonomous in all aspects of the Southern Zone Southern Sectional Meet.

ARTICLE 36

ALL STAR COMMITTEE

236.1 This committee will be composed of the following:

- .1 Age Group Chair
- .2 Senior Chair
- .3 Technical Planning Chair

- .4 Two coaches recommended by the Coaches Representative
- .5 Junior Athlete Representative

236.2 Members of the committees shall elect its chairman.

236.3 Duties of the committee will be:

- .1 Meet prior to January 31 to establish the following'
 - Determine the method of selection for each All Star Team.
 - Recommend a budget for each team to the BOD.
 - Establish method of travel for each team.
 - Formulate all plans for each All Star competition.
 - Selection of coaching staff and/or team managers.

ARTICLE 37

VERIFICATION (OFFICER) CHAIRMAN

237.1 Verification (SWIMS Officer) Chair will be appointed annually by the General Chair upon recommendation of the Administrative Vice-Chair and with consent of the BOD.

237.2 SWIMS Times will be issued in accordance with procedures established by the National Times Coordinator.

- .1 Application must be made on form supplied by the FL office.
- .2 Verification (SWIMS) Chair or designee will verify the claimed time for each event.
- .3 A copy of the official results, with the requested time clearly marked, must accompany each application request.
- .4 Only FL sanctioned meets will automatically be uploaded into USA Swimming SWIMS database and FL Top ten listings. All other meets that have had times approved or observed must be requested on the appropriate FL forms, to be uploaded into both databases.

ARTICLE 38

OFFICIALS' COMMITTEE

238.1 Florida Swimming (FL) Officials' Committee Composition, Eligibility, Term of Office, Appointment and Vacancies.

- .1 The Committee shall be comprised of the following members:
 - (a) The Chair;
 - (b) The Vice-Chair;
 - (c) One (1) Area Representative from each of the FL areas;
 - (d) Five (5) Coordinators as follows:
 - i. LSC Championship Meet Coordinator,
 - ii. Recruiting & Retention Coordinator,
 - iii. Training Coordinator,
 - iv. Apprenticeship Coordinator,
 - v. OTS Coordinator;
 - (e) The immediate Past Chair;
 - (f) A minimum of one (1) FL Coach Representative;
 - (g) Sufficient FL Athlete Representatives to equal a minimum twenty percent (20%) of the voting membership of the Committee;
 - (h) The Administrative Vice-Chair.

.2 Eligibility

- (a) All members of the committee shall be currently registered USA-S/FL members in good standing.
- (b) The Chair and Vice Chair shall hold current FL Meet Referee certification upon appointment.
- (c) The Area Representatives, Coordinators and Past Chair shall hold current FL Official certification upon appointment.

NOTE: It is recommended, but not required, that these positions also be certified FL Meet Referees whenever possible.

- (d) Any member that ceases to meet any of these eligibility requirements shall immediately be removed from the committee.

.3 Terms of Office

- (a) All members of the committee shall be appointed for a two (2) year term.
 - (i) Area Representatives from Areas 1, 3 and 5 shall be appointed in odd numbered years.
 - (ii) Area Representatives from Areas 2, 4 and 6 shall be appointed in even numbered years.
- (b) No individual may serve more than two (2) consecutive terms in any position on the committee.

.4 The membership of the Committee shall be filled by the following procedures:

- (a) The Committee Chair shall be elected biannually in accordance with Section 6.2.3B.2 of the FL Bylaws and as outlined in the FL Policies and Procedures.
- (b) The Area Representatives shall be nominated by the outgoing Representative for that Area and/or the Official's Chair and confirmed by a majority vote of the Official's Committee.
- (c) The Officials' Vice -Chair will be appointed by the Officials' Chair with the advice and consent of the Area Representatives, the General Chair and Administrative Vice-Chair.
- (d) A minimum of one (1) Coach Member nominee shall be submitted by the FL Coaches' Association for approval and appointment by the General Chair.
- (e) The Athlete member nominees shall be submitted by the Senior Athlete Representative to the General Chair for approval and appointment.
- (f) The (5) Coordinator Positions will be voted on by the Committee's Voting Members among Candidates who Volunteer or are nominated by a Committee Member. No one Area shall have more than 2 Coordinators serving on the Committee at any one time.
- (g) At their discretion an Area Rep may nominate an additional Official from their Area that will be given equivalent OTS access to the Area Rep to Assist them in their duties.

.5 Vacancies

- (a) A vacancy in the Chair shall be immediately filled by the Vice Chair until such time as a new Chair shall be elected in compliance with 238.1.4(a) above.
- (b) Any other vacancy that may occur in the committee membership shall be immediately filled in compliance with the procedures contained in section 238.1.4 above.

238.2 Duties & Responsibilities

- .1 The general Duties and Responsibilities of the Officials' Committee shall be to:
 - (a) Maintain a current list of certified officials.
 - (b) Insure an on-going program to certify and re-certify officials.
 - 1. Approve details of certification program.
 - 2. Insure sufficient number of clinics in each Area.

- (c) Hear and take action on complaints concerning officials.
 - (d) Oversee and maintain the USA-S Officials' Tracking System for FL Officials.
 - (e) Perform such other duties as designated in the FL Policies & Procedures Manual or as assigned by the FL General Chair, FL Vice-Chair responsible for the Officials' Committee or the FL Board of Directors.
- .2 The Officials' Committee Chair shall perform the general duties as contained in Article 7, Section 7.5 of the Florida Swimming Bylaws.

238.3 Meetings and Voting

- .1 An organizational meeting will be held no later than December 1 of each year
- .2 Other meetings will be called as necessary upon ten (10) days' notice.
- .3 The following committee members shall have voice and voting privileges at all meetings of the committee:
 - (a) Chair and Vice Chair
 - (b) All Area Representatives
 - (c) All Coach Representatives
 - (d) All Athlete Representatives
- .4 The following committee members shall have voice privileges only at all meetings of the committee:
 - (a) The General Chair
 - (b) The Administrative Vice-Chair;
 - (c) The Immediate Past Chair;
 - (d) The Coordinators
- .5 Quorum - A quorum shall consist of a majority of those voting members present.

ARTICLE 39 DISCIPLINARY ACTION

239.1 Any elected or appointed member of the BOD or member if a FS Committee, any Certified or Apprentice Swimming Official or any person involved in any activity sanctioned or under the approval of FL shall be summarily dropped from the roles of FL upon conviction of a felony. Any of the above named may be removed for any act which the BOD determines to be detrimental to the sport of competitive swimming. Any person so penalized has the right to appeal to the Review Committee.

239.2 Any individual (parent, coach, official or other spectator) displaying unsportsmanship like conduct at a USA Swimming sanctioned swimming competition will first be warned to cease such conduct. If the behavior continues, that person will be ejected from the pool deck. This is the authority of the meet director/manager and the meet referee, both of whom must be in agreement on the warning and the ejection. In addition to ejection, the Meet Manager or Meet Referee shall report the incident in writing to the FL General Chair and the FL Executive Director, within 7 days of the incident. Subsequent to such report, the team with whom the person ejected is associated shall be fined as follows, in a contiguous period:

1st ejection assessed to a team in any 12 month period-\$100.00 2nd

ejection assessed to a team in any 12 month period-\$250.00 3rd

ejection assessed to a team in any 12 month period-\$1,000.00

Any further incidents in a 12 month contiguous period shall result in the team being suspended from competition at any FL sanctioned or approved meets for a period of 75 days from the date of the incident.

239.3 .1 Any member utilizing "social networking" sites for other online mediums including, but not limited

to, My Space, Face Book, You Tube, Linked In, or any other internet message boards to threaten, intimidate, or harass other members may be subject to disciplinary action which may include, but not limited to:

(a) Florida Swimming code of Conduct violation as defined in Rule 239.2

2. Any member utilizing “social networking” sites or other online mediums including, but not limited to, My Space, Face Book, You Tube, Linked In, or any other forms of electronic transmissions to post pornographic images or images depicting full or partial nudity or sexually suggestive behavior of another that is not deemed conducive to the image expected of a Florida Swimming, Inc. member may be subject to disciplinary action which may include, but not limited to:

(a) Florida Swimming code of Conduct violation as defined in Rule 239.2

ARTICLE 40 AMENDMENTS

240.1 These Standing Rules and Regulations may be amended at any meeting of the BOD by a two thirds (2/3) vote of the members voting. Proposed amendments must be forwarded in writing to every member of the BOD thirty (30) days prior to the next meeting.

240.2 These Standing Rules & Regulations shall remain in effect for the entire swimming year except if a technical policy/rule is in conflict with a national rule, or is deemed detrimental to the conduct of FL. The BOD may change or set aside a rule or regulation at any regular meeting.

FLORIDA SWIMMING REGISTRATION PROCEDURES

NOTE: *The following enumerates the various rules, regulations and special requirements in connection with the office of the Registration Chair, which are currently in effect in Florida Swimming. The information contained herein will serve as a guide to all those connected with amateur swimming in Florida Swimming.*

ARTICLE 41 GENERAL

441.1 All money transactions with FL should be made by check or money order.

- .1 Make check or Money Order payable to “Florida Swimming”.
- .2 Insure there is sufficient postage.

441.2 All complaints requiring action by the Registration Chair shall be in writing.

441.3 Swimmers are not registered until their fee and form are received in the FL office.

- .1 FL Clubs may keep an escrow account in the FL office and fax the application and proof of birth.

441.4 Registration Fees:

- | | |
|------------------------------------|-----------------------|
| .1 Athlete (year-round) | \$75.00 |
| .2 Athlete (seasonal) | \$37.50 (4/1 to 8/28) |
| .3 Non-Athlete | \$75.00 |
| .7 Individual Life Member | \$1,010.00 |
| .8 FL Club Charter Fee (Yr. Round) | \$300.00 |
| .9 FL Club Charter Fee (Seasonal) | \$200.00 |

441.5 Collection and/or payment of registration fees, surcharges collected, fines, transfers, sanctions, approvals and observations is mandatory. Florida Swimming will charge the club's Team Unify account for fees associated registration, surcharges, fines, transfers, sanctions, approvals, and observations. Team Unify accounts are required to be paid in full with in 30 days.

- .1 Accounts that are 30 days past due will receive a reminder email
- .2 Accounts that are 60 days past due will receive a certified letter. The club's Team Unify account will be on a cash basis ONLY for the rest of the registration year.
- .3 Accounts that are 90 days past due will
 - Swimmers will be Un-attached.
 - Club will not be allowed to enter any Championship meets (B Championships, Area Championships, FLAGS, Seniors, Sectionals) until account is paid in full. Athletes can swim Un-attached, no relays.
 - Coach/Club/Official National Support will not be processed.
 - \$1000 Fine assessed to club.

ARTICLE 42 REGISTRATIONS

442.1 New Registrations:

- .1 Application forms must be completely filled out. Forms must be typed or printed clearly.
- .2 Year round athlete registration fee is \$75.00 for the calendar year and the seasonal athlete fee is \$37.50 (April 1—August 28, for competition less than the Zone and Sectional level).
- .4 Remember, emailed athlete registrations submitted through computer batches are not legal to participate in sanctioned meets or practice until the fees and forms are received in the FL office.

442.2 Renewals

- .1 Application forms must be fully completely. Forms must be typed or clearly printed.

442.3 FL Release and Transfer or Status Change

- .1 A status change is any change in registration within FL from one club to another.
- .2 Requests for status changes must be made on the FL Release and Transfer Form with the fee or the club they are transferring will pay the \$5.00 fee.
- .3 When the athlete is transferring to a new club, the form must be completely filled out.
- .4 Make sure that the exact date on which the swimmer last competed under his/her present affiliation is completed on the form. Deliberate misrepresentations will be referred to the Review Committee for action.

442.6 Transfers

- .1 A transfer is a change in registration caused by the athlete changing from one Local Swim Committee (LSC) to another.
- .2 An athlete may not be registered in more than one LSC at the same time.
- .3 Athletes desiring to change clubs, must be registered UN—Unattached for a period of 120 days from the date that they last represented their former club in a sanctioned meet, unless they want to return to the same club to which they were previously registered.
- .4 When changing to a new LSC the athlete should mail his or her current USA Swimming registration card, along with a Release and Transfer form, to the LSC Registration Chair.
- .5 The new LSC, after accepting the applicant, should issue a card free of charge for the unexpired term of the old registration.
- .6 When transferring into FL the above procedure is completed in reverse with transfer fee of \$5.00.
- .7 You cannot transfer a Seasonal Membership to another LSC.

SANCTIONS

- 443.1 Sanctions are required for all competitions, benefits, exhibitions, swim-a-thon, clinics and entertainment where USA Swimming athlete members participate.
- .1 Sanction fees are:
 - (a) One (1) day meet \$30.00
 - (b) Multiple day meet \$50.00
 - (c) Championship meet \$50.00
 - (d) Each reposting of originally sanctioned meet information or HYV entry file will require an additional fee of \$20.00.
 - .2 The application must be accompanied by:
 - (a) A check for the exact fee.
 - (b) Copy of information letter, order of events, warm-up schedule, proof of entry, and master entry form.
- 443.2 No sanction is required for intra-mural meets between the members of a USA Swimming affiliated team.
- 443.3 A League Sanction at a cost of \$50.00 can be issued (for dual and tri-meets) to leagues, under the following conditions:
- .1 The league must be a member/organization of FL.
 - .2 All clubs in the league must be registered with USA Swimming.
 - .3 All swimmers must be registered with USA Swimming and affiliated with a club in the league.
 - .4 Only events recognized by FL may be swum.
 - .5 A tentative schedule of meet dates and club members must be submitted with the application.
 - .6 A League Sanction will be issued not to exceed a period of six (6) months.
- 443.4 Sanctions may be withdrawn subject to the discretion of the FL Board of Directors. Refer to 223.4 for specific requirements.

ARTICLE 44

APPROVALS & OBSERVED SWIMS

- 444.1 Florida Swimming may issue the approval of competitions in accordance with 202.4 of the USA Swimming Rules and Regulations.
- 444.2 Florida Swimming may allow observed swims in accordance with 202.5 of the USA Swimming Rules and Regulations.
- 444.3 For the approval of a competition and/or the allowance for observed swims, there will be an administrative fee paid to Florida Swimming in the amount of \$50.00 by the host/sponsor of the competition.